

Career Objective & Career Profile:

Looking for an internship to enhance my skills along with gaining practical knowledge in the field of Finance, relevant for rendering high quality services.

Academic Qualifications:

Course	Institute Name	University / Board	Percentage	Year of Passing
MMS – Finance	VESIM Business School	University of Mumbai	Pursuing	2022
B.Com	KJ Somaiya College of Arts & Commerce	University of Mumbai	72.20	2018
IPCC (Group – 1)	Institute of Chartered Accountants of India	ICAI	50.00	2016
HSC	KJ Somaiya College of Arts & Commerce	Maharashtra State Board	85.54	2015
SSC	Holy Cross Convent High School	Maharashtra State Board	84.55	2013

Work Experience (As an Intern): 36 Months

Kamdar Desai & Patel, Chartered Accountants

(June 2017 - June 2020)

Designation: Articled Assistant

Roles & Responsibilities:

- Preparation and Filing of Income Tax Returns.
- Planning and Conducting Statutory Audit of Companies under guidance.
- Recording Compliances of Companies.
- Representing Clients at Income Tax Offices.

Certifications:

- Fundamentals of Digital Marketing (Google Digital Unlocked) - 2020
- Completion of Orientation Course (Institute of Chartered Accountants of India) - 2016
- Information Technology Training (Institute of Chartered Accountants of India) - 2016

Extra-Curricular Activities:

- Co-ordinating the CGPT Activities as a member of the Placement Cell. 2021
- Active Member of the Finance Cell. 2021
- Participation in various contests during MMS. 2021
- Participation in various content writing contests in K.J. Somaiya College. 2014

Strengths:

- Hands – on Experience on software like Tally ERP, Focus, and Microsoft Office.
- Good Inter-personal Skills.
- Leadership Skills.
- Good Analytical Skills.
- Good Stress Management.
- Good Mentoring Qualities.

Personal Details:

- **Date of Birth** : 30th July 1997
- **Languages known** : English, Hindi, Sindhi, Punjabi, Marathi.
- **Hobbies** : Listening to Music, Singing, Learning New Languages and Culture.
- **Permanent Address** : I – 11, Satguru Apartments, Gokul Nagar, Near Jhari Mari Mandir, Thane West, 400 601